

Memo

To: Tom Johnston
From: Shelley Holley, Library Director
Nigel Boeg, Support Services Manager
Date: 10/12/2009
Subject: PO for Adult Services materials.

The library requests to encumber \$30,000 with BWI to be spent on materials for the Adult collection. Materials will be acquired in the areas of fiction, non fiction, best sellers, DVD's, and music.

These funds will purchase approximately 1,200 items that will enhance the collection for the community and maintain our accreditation with the Texas State Library. This will also move the library forward to become a library of excellence in the future.

BWI has a contract with the North East Texas Library System which we are members.

Available funds, which are located in the operating account 16565651-79480, totals \$132,500